

NAME OF COMMITTEE	ASSESSMENT COMMITTEE
COMMITTEE CHARGE	<p>The Assessment Committee is a standing governance committee that coordinates all processes related to the assessment of Institutional, Program, and Student Learning Outcomes. The primary purpose of this committee is to ensure that learning outcome assessment is consistent with the mission of the college, addresses the needs of students and the community, and meets the requirements of law and regulation. As such, the Assessment Committee:</p> <ul style="list-style-type: none"> • Communicates with all committees, organizations, or areas involved in assessment on campus (e.g. Curriculum Committee, Program Review Committee, Academic Senate, etc.). • Independently evaluates proposals for new and/or revised Program Learning Outcomes. • Independently evaluates proposals for new and/or revised Student Learning Outcomes. • Helps to develop and implement procedures to assure an effective means of outcome assessment while adhering to the requirements of law and regulation. • Faculty co-chair functions as a member of the Academic Senate Executive Board • Assesses needs of faculty and staff in regard to assessment training.
SCOPE OF AUTHORITY	<p>In order to maintain administrative oversight of the entire range of campus assessment activities, the Assessment Committee meets at least once per month (during the academic year) to set college-wide assessment goals, plan for the Community College Survey of Student Engagement and Noel-Levitz schedules, and assess needs of faculty and staff in regard to assessment training.</p>
REPORTS TO / COMMUNICATES WITH	<p>The Assessment Committee reports to the Executive Vice President of Academic Affairs and Student Services. The Assessment Committee communicates regularly with faculty through Assessment Committee representatives, Academic Senate, College Council, and the Faculty Chairs and Deans Council.</p>
MEMBERSHIP	<p>The Assessment Committee will have one faculty co-chaired and one administrative co-chair.</p> <ul style="list-style-type: none"> • Two administrative representatives • Articulation Officer • 27 Academic Senate representatives (24 department reps and 3 members-at-large) <ul style="list-style-type: none"> ○ Unrepresented department positions will fall to the department chair • One Student Government Association Representative

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COMMITTEE CHARGE	<p>To hear updates of assessment projects including CLIPS, Campus Conversations and training, review program level assessment plans in Unit Plans turned in at least annually and Course level assessment plans during curriculum review process and provide feedback, as follows:</p> <ul style="list-style-type: none"> • Communicate with all committees/areas involved in assessment on campus. (IEC, Curriculum Committee, Gen Ed, etc.) • Supervise development and updating of an assessment website • Assist IEC co-chairs and IRP director in implementation of assessment training including preparation of Program Review selfstudies and annual Unit Plans • Provide support to faculty, staff, and administrators in the development, implementation and evaluation of assessment plans including course level learning outcomes and administrative unit outcomes • Act as liaison to accreditation steering committee providing input regarding assessment • Keep up-to-date on state and national information on assessment • Function as a member of Academic Senate Executive Board and attend meetings regularly • Update annual reports to ACCJC documenting college-wide progress • Co-Chair Assessment Committee and schedule regular meetings in consultation with Administrative co-chair. • Serve on Institutional Review Board and assist in keeping campus aware of human subject guidelines • Work with <i>Assessment Activities Coordinator</i> to plan workshops with inside and outside speakers
SCOPE OF AUTHORITY	<p>In order to maintain administrative oversight of the entire range of campus assessment activities, an Assessment Team meets at least once per semester to set college-wide assessment goals, plan for the Community College Survey of Student Engagement and Noel-Levitz schedules, and assess needs of faculty and staff in regard to assessment training.</p>
REPORTS TO COMMUNICATES WITH	<p>... and the college community.</p>
COMPOSITION	<p>Chaired by Faculty Assessment Coordinator</p>